

Chapter 13 Training & Qualifications Changes Draft

Chapter/Page 13-1; Line 17; Release January 2006**Policy**

It is agency policy that only qualified personnel will be assigned duties in wildland fire suppression or prescribed fire. All employees assigned dedicated fire program management responsibilities at the local, geographic area, or national level shall meet established interagency and agency competencies (knowledge, skills, and abilities) and associated qualifications. The National Wildfire ? ~~Coordination~~ **Coordinating** Group (NWCG), *Wildland and Prescribed Fire Qualifications Systems Guide* PMS 310-1 is the policy.

Chapter/Page 13-1; Line 33-34; Release January 2006**Incident Qualifications and Certification System (IQCS)**

The Incident Qualifications and Certification System (IQCS) is the fire qualifications and certification record keeping system. The ? **Responder Master Record** report provided by the IQCS ~~master file report provided by the~~

Chapter/Page 13-2; Line 6-7; Release January 2006**Certification of Non-Agency Personnel**

Non-agency firefighters will be certified by state or local fire departments, ? ~~or private training providers with approved MOU's through their local GACCs.~~

Chapter/Page 13-2; Line 37-41; Release January 2006**? The Incident Qualifications Card Expiration Dates**

- Red Card positions requiring Work Capacity Tests (WCT) are valid through the fitness expiration date listed on the card.
- Red Card positions not requiring WCT for issuance are valid for 12 months from the date the card was signed by a certifying official.

Chapter/Page 13-3; Line 19-40; Release January 2006

Annual Fireline Safety Refresher Training is required for all personnel participating in ? ~~wildland fire fire suppression or prescribed fire activities~~ who may be subject to assignments on the fireline. Any unescorted visitors must meet the requirements specified in Chapter 06 of this volume. Annual Fireline Safety Refresher Training must include the following core topics:

- **Entrapments** - Use training and reference materials to study the risk management process (as identified in the Incident Response Pocket Guide) and rules of engagement (? ~~as appropriate to the participants, e.g., LCES, Standard Firefighting Orders, Eighteen Watch Out Situations, WFSA direction, Fire Management Plan priorities, etc.) (e.g., LCES, 10, 18, Look Up, Look Down, Look Around).~~
- **Current Issues** - Review and discuss identified “hot topics” and “national emphasis topics” ? ~~as found on the current WFSTAR website. including~~

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the “Do the Right Thing” video. Review forecasts and assessments for the upcoming fire season and discuss implications for firefighter safety.

- **Fire Shelter** - Review and discuss last resort survival. Conduct “hands-on” fire shelter inspections. Practice shelter deployments in applicable crew/module configurations. ~~? When possible practice shelter deployments should be conducted in rough terrain and windy conditions.~~ No “live fire” exercises for the purpose of fire shelter deployment training will be conducted.
- **Other Hazards and Safety Issues** - Choose additional hazard and safety subjects, which could include SAFENET, current safety alerts, site/unit specific safety issues and hazards.

Chapter/Page 13-4; Line 7-8; Release January 2006

A web site, ~~? WWW~~ http://www.nifc.gov/wfstar/safety_study/index.htm, ~~WWW~~ http://www.nifc.gov/safety_study/index.htm, titled “Wildland Fire Safety Training Annual Refresher (WFSTAR)” is available to assist in this training.

Chapter/Page 13-4; Line 15-17; Release January 2006

Entrapment avoidance and deployment protocols ~~? are identified in have been revised and issued in~~ the *Incident Response Pocket Guide* (PMS No. 461/NFES No.1077). The guide contains a specific “Risk Management Process”, and “Last Resort Survival Checklist”.

Chapter/Page 13-4; Line 21-33; Release January 2006

Non-NWCG Agencies’ Qualifications

Personnel from other agencies who do not subscribe to the NWCG qualification standards may be used on agency managed fires. However, agency fire managers must ensure these individuals are only assigned to duties commensurate with their abilities, agency qualifications, and equipment capabilities.

- ~~? BLM/NPS - Other agencies personnel, meeting NWCG 310-1, prerequisites, can participate in and receive certificates for successful completion of BLM/NPS taught courses. BLM/NPS employees can complete the Task Blocks, Evaluation Record and Verification/ Certification sections of a cooperating organizations employee Position Task Book. BLM/NPS employees will not initiate or complete the Agency Certification sections of Position Task Book for non-agency employees.~~

Chapter/Page 13-5; Line 13-23; Release January 2006

Physical Fitness and Conditioning

Agency Administrators are responsible for ensuring the overall physical fitness of firefighters. The Agency Administrator may authorize employees who are available and/or serving in wildland or prescribed fire positions that require a physical fitness rating of arduous, one hour each day for fitness condition.

~~? Non fire personnel who hold arduous ratings on their red card may be~~

authorized up to three hours per week of duty time for fitness conditioning. All other wildland firefighting personnel may be authorized up to three hours per week of duty time for fitness conditioning.

Chapter/Page 13-5; Line 32-35; Release January 2006

Medical Examinations

Agency Administrators and supervisors are responsible for the occupational health and safety of their employees performing wildland ? ~~and prescribed~~ fire activities, and may require employees to take a medical examination at any time.

Chapter/Page 13-5; Line 42-43; Release January 2006

Information on any medical records is considered confidential and must be kept in the employee's ? ~~official~~ medical file.

Chapter/Page 13-6; Line 1-25; Release January 2006

Federal Interagency Wildland Firefighter Medical Qualification Standards

The Federal Interagency Wildland Firefighter Medical Qualification Standards continue to be implemented throughout the DOI and FS organizations. Those units who have not yet implemented the new standards must continue to comply with the current ? agency standards as stated under Agency Specific Medical Examinations section below until implementation of the new standards is accomplished. Additional information regarding the Federal Interagency Wildland Firefighter Medical Qualification Standards program can be obtained at www.nifc.gov/medical_standards.

All permanent, career-seasonal, temporary, ? ~~and~~ Student Career Experience Program (SCEP) employees, and AD/EFF who participate in wildland fire ? ~~or prescribed fire~~ activities requiring a fitness level of arduous must ? participate in the Federal Interagency Wildland Firefighter Medical Qualification Standards program at the appropriate level (see Medical Examination Requirements Appendix FF) and must be medically cleared ~~the have a current medical examination~~ prior to attempting the WCT.

? Under the Federal Interagency Wildland Firefighter Medical Qualification Standards, the Health Screen Questionnaire (HSQ) will only be required for arduous duty AD/EFF hires less than 45 years of age. The HSQ is not required prior to taking the WCT for all other employment categories.

? No employee or applicant who fails to meet the Federal Interagency Wildland Firefighter Medical Qualification Standards as a seasonal/temporary or permanent employee may be hired as an AD/EFF.

Chapter/Page 13-6/7; Line 27-15; Release January 2006**Agency Specific Medical Examinations**

This section applies only to those units who have not yet implemented the

? **Federal Interagency Wildland Firefighter Medical Qualification Standards for arduous duty and for all employees and AD/EFF who participate in wildland fire activities requiring a fitness level of moderate or light. (~~Arduous, Moderate, Light~~).**

The Health Screen Questionnaire (HSQ) will be utilized ? **as a means to identify individuals who may be at risk in taking the Work Capacity Test (WCT) and recommend an exercise program and/or medical examination prior to taking the WCT.**

If any "Yes" answer is indicated ? **on the HSQ**, a medical examination is required prior to the employee taking the WCT. ? ~~or~~ If there is a known pre-existing medical condition that is already being monitored under medical care (e.g., high blood pressure), a medical clearance statement will be provided by the physician ? **in lieu of a medical examination** prior to taking WCT.

Medical examinations will be performed utilizing the U.S. Civil Service Commission Certificate of Medical Examination Form, SF-78. Stress EKGs are not required as part of the medical examination and will only be approved if recommended and administered by the medical examining physician. ? **Cost for exams will be borne by the home unit. If medical findings during exam require further evaluation, then the cost of any further evaluation or treatment is borne by the employee/applicant.**

? **The examining physician will submit the completed SF-78 (and applicable supplements) to the employee's servicing human resources office, where it will be reviewed and retained in the employee's medical file.**

- **BLM/FWS - In addition to the SF-78, the Physical Requirements for Firefighting and Smokejumper Positions, Supplemental to SF-78, BLM Form 1400-108 is required for firefighter and smokejumper positions.**
- **BLM/FWS - All new employees being hired as a wildland firefighter will receive a medical exam utilizing the SF-78 and Supplemental to SF-78 forms.**
- **BLM - ? ~~Thereafter~~, Employees 40 years of age and older must have a physical ? exam every three years or as indicated by the HSQ.**

Chapter/Page 13-8; Line 12-15; Release January 2006**Health Screen Questionnaire HSQ**

? **The purpose is to identify individuals who may be at risk in preparing for and completing the WCT, which may result in a recommended exercise program and/or medical examination.**

Title 5 CFR Part 339 – Medical Qualification Determinations, which provides a determination of an individual's fitness-for-duty, authorizes solicitation of this information. ~~? Solicitation of this information is authorized by Title 5 U.S. Code Section 3301, which provides for a determination of an individual's fitness-for-duty.~~

Chapter/Page 13-8; Line 19-22; Release January 2006

~~? Agency Administrators (or delegates) are responsible for ensuring that the Health Screen Questionnaire (HSQ) is administered prior to initiating a physical training program and/or the WCT.~~

The information on the HSQ is considered confidential and once reviewed by the test administrator to determine if the WCT can be administered, it must be kept in the employee's ~~? OPF~~ medical file (EMF). This file may only be viewed by ~~? Human Resource Management (HRM) or Safety personnel. and the identity of the individual must be protected.~~

Chapter/Page 13-8/9; Line 26-6; Release January 2006

Work Capacity Tests (WCTs) ? Administration

~~? The agencies have adopted the NWCG approved~~ The Work Capacity Tests (WCT) is the official method of assessing wildland firefighter fitness levels. See "Work Capacity Tests for Wildland Firefighters, Test Administrator's Guide" PMS 307, NFES 1109.

~~? WCT Administrators must ensure that WCT participants have been medically cleared, either through Wildland Firefighter Medical Qualification Standards or agency specific medical examination.~~

WCTs are administered annually to all employees, including AD/~~? EFF~~ emergency hires, who will be serving in wildland ~~? or prescribed~~ fire positions that require a fitness level. The currency for the WCT is 12 months.

Administration of the WCT ~~? and certification~~ of non-agency firefighters is prohibited for liability reasons. Potential emergency firefighters who would be hired under ~~? AD~~ Emergency Hire authority by the agency must be in AD pay status or sign an agency-specific volunteer services agreement when given the WCT.

A Job Hazard Analysis (JHA) shall be developed and approved for each field office prior to administering the WCT. See the sample JHA found in Appendix X. ~~? Administer the test using the JHA as a briefing guide.~~

Document using the ~~? HSQ Appendix W and~~ WCT Record (see Appendix Y). ~~? This document These documents~~ must be retained until the next testing. Units may also be requested to provide data from these records to assist in the evaluation of the WCT process.

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Chapter/Page 13-9; Line 12-14; Release January 2006

Test results must also be entered in the IQCS annually to update the fitness level and date that will appear on the Red Card. Physical fitness dates entered in IQCS will reflect the date the employee passed the fitness test. ? ~~The information on this health screen is considered confidential and must be filed in the employee's Official Medical File.~~

Chapter/Page 13-9/10; Line 43-4; Release January 2006

? ~~Any position required to be on the fireline unescorted for suppression or non-suppression tasks will be required to have passed the WCT at the "light" physical fitness level. This requirement applies even to positions which are identified in the 310-1 with a fitness level of "None."~~

? *BLM/FWS/NPS-Law Enforcement physical fitness standard is accepted as equivalent to a "light" WCT work category.*